


<b>HAVERFORD TOWNSHIP POLICE DEPARTMENT OPERATIONS MANUAL</b>		
<b>Issue Date</b> February 2021	<b>Review Date</b> February 2022	<b>Directive Number</b> <b>6.4.3</b>
<b>Accreditation Index:</b>		<b>Rescinds:</b> Directive 6.4.3 of November 2019
<b>Chapter:</b> Six – General Procedures		<b>Section:</b> Four - Vehicle Operations
Chief of Police: <i>John F. Viola</i>		

**SUBJECT: OPERATION OF POLICE MOTORCYCLES**

**I. PURPOSE**

The purpose of this directive is to establish guidelines for the safe operation of Police Department owned motorcycles.

**II. POLICY**

It is the policy of the Department to maintain the highest level of integrity and professionalism in the selection and training of officers assigned to operate Department owned motorcycles. It is also the policy of the Department to ensure the safe operation of these motorcycles by providing each motorcycle officer with training by a certified instructor for police motorcycles.

**III. DEFINITIONS**

- Motor:** As used in this directive means a Department owned motorcycle used in the performance of duty.
- Motor Officer:** A police officer licensed and trained to operate a motor.
- Certified Instructor:** A police officer certified by Northwestern University, or an equivalent program, to train and certify a police officer as a motor officer.

## IV. PROCEDURES

- A. Operation of Department motors is permitted when:
  - 1. Officers successfully complete the Northwestern University Basic Police Motorcycle Operator's Training Course, or an equivalent Department approved course of instruction.
  - 2. Police officers selected for motor unit assignment are participating in, or traveling to, the prescribed training.
  - 3. Police officers are engaged in skills tests as part of the selection process.
  - 4. The officer is properly endorsed to operate a motor for administrative reasons.
  
- B. Training
  - 1. Motor officers shall receive:
    - a) Basic motorcycle training from a certified instructor.
    - b) New motor officers must successfully complete the Northwestern University Basic Police Motorcycle Operator's Training Course; or an equivalent Department approved course of instruction with a certified instructor; prior to being assigned to full motor duties.
    - c) Yearly re-certification from a certified instructor.
    - d) Semiannual in-service training.
  
- C. Responsibilities
  - 1. The Chief of Police shall make the final selection of the applicant(s) to be assigned to the Motor Unit.
  - 2. Motor Unit Commander shall:
    - a) Be assigned by the Chief of Police.
    - b) Have overall supervision of motor officers.
    - c) Develop goals and objectives for the Motor Unit.
    - d) Receive all requests for and assign motor officers to off duty and special events assignments.

- e) Ensure that motor officers receive initial and continuing training on motorcycle operation, as well as training on policy and procedures covering Department motorcycles.
3. Motor Unit Supervisor shall:
- a) Be assigned by the Chief of Police.
  - b) Have direct supervision of motor officers.
  - c) Coordinate the repair and maintenance of motors.
  - d) Coordinate the daily operations of the Motor Unit.
  - e) Coordinate the operations of the Motor Unit with outside agencies for special events.
4. Motor Officers shall:
- a) Report to the Unit Supervisor for daily or long term assignments.
  - b) Operate motors whenever assigned to duty, weather permitting.
    - (1) Motors should not be operated between midnight and 06:00 hours unless approved by the Unit Commander.
    - (2) May use a patrol unit during periods of inclement weather or for specific duties.
    - (3) May use a police unit if the motor officer cannot operate a motor safely for that tour.
  - c) Wear a Department issued, DOT or SNELL approved, helmet and protective eyewear while operating a motor.
  - d) Have the discretion to wear any approved Department uniform because of environmental conditions or special event assignments.
  - e) Be responsible for the daily maintenance of their motors including, but not limited to: cleanliness, proper fluid levels, proper tire pressure, functioning of all emergency equipment and other pre-ride checks designated by the manufacturer.

- f) Comply with the policy and procedures outlined in Directive 4.2.1 Vehicle Pursuit with the additional responsibility to discontinue pursuit when the first marked unit joins the pursuit.

**BY ORDER OF THE CHIEF OF POLICE**